

OVERVIEW OF BUDGET

DEPARTMENT: IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
ADMINISTRATOR: DAVID AROCHO
BUDGET UNIT: RHH 498

I. GENERAL PROGRAM STATEMENT

The In-Home Supportive Services (IHSS) Program was created in 1973 to serve elderly, blind, or disabled individuals who are not able to remain in their homes without assistance. Section 12302.25 of the Welfare and Institutions Code mandate that each County, on or before January 1, 2003, must act as, or establish an employer of record for the IHSS providers for collective bargaining purposes. The IHSS Public Authority was established to comply with that mandate.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Appropriation	52,494	1,824,576	1,054,255	6,738,893
Total Revenue	1,337,592	1,824,576	1,054,255	6,738,893
Fund Balance				-
Budgeted Staffing		14.0		16.0

Estimated 2002-03 expenses are approximately \$770,321 under budget. Cost savings were realized in leased facility cost and full staffing was not achieved until March 2003.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

Net increase in 2.0 budgeted positions. Added 2.0 IHSS Assistants due to workload needs.

PROGRAM CHANGES

An Emergency Respite Service program is being added to assist IHSS clients whose IHSS care-provider becomes suddenly unavailable. The cost and description (24 Hour Emergency Service) of this service was not correctly stated in the 2002-03 budget. The anticipated cost and description is accurately stated in the 2003-04 budget.

OTHER CHANGES

On January 14, 2003 the IHSS Board of Directors approved an MOU between the IHSS employees union and the Public Authority, which provided for 1) a wage increase and, 2) an annual amount not to exceed \$1 million in local share to fund health care benefits for eligible providers. The Board of Supervisors approved the appropriations and revenues in Item 65 on January 14, 2003.

Total appropriations and revenue budgeted for health care benefits in 2003-04 are \$4,545,455. Federal and State reimbursement will cover approximately 78% of total expenditures (\$3,545,455) for health care benefits. The remaining 22% (\$1,000,000) is local share. The local share will be funded with Social Services Sales Tax (Realignment).

The Public Authority will pay health care benefits. Claims for state/federal reimbursement (approximately 78%) are filed quarterly with the state and will be reimbursed through this budget unit. The remaining local share will be provided through operating transfers from the HSS Administrative budget.

IV. VACANT POSITION IMPACT

None.

V. POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Human Services System
DEPARTMENT: IHSS Public Authority
FUND: Special Revenue RHH 498

FUNCTION: IHSS
ACTIVITY: Public Authority

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget
<u>Appropriation</u>					
Salaries and Benefits	421,151	649,924	-	-	649,924
Services and Supplies	606,038	1,124,652	-	-	1,124,652
Transfers	-	-	-	-	-
Other Charges	-	-	-	-	-
Equipment	<u>27,066</u>	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>50,000</u>
Total Appropriation	1,054,255	1,824,576	-	-	1,824,576
<u>Revenue</u>					
State, Fed or Gov't Aid	822,319	1,423,169	-	-	1,423,169
Other Revenue	<u>231,936</u>	<u>401,407</u>	<u>-</u>	<u>-</u>	<u>401,407</u>
Total Revenue	1,054,255	1,824,576	-	-	1,824,576
Local Cost	-	-	-	-	-
Budgeted Staffing		14.0			14.0

GROUP: Human Services System
DEPARTMENT: IHSS Public Authority
FUND: Special Revenue RHH 498

FUNCTION: IHSS
ACTIVITY: Public Authority

ANALYSIS OF 2003-04 BUDGET

	E	F	E+F		G+H		I+J
	Board	Recommended	G	H	I	J	K
	Approved	Program	2003-04	Vacant	2003-04	Recommended	2003-04
	Base	Funded	Department	Position	Proposed	Vacant	Recommended
	Budget	Adjustments	Request	Impact	Budget	Restoration	Budget
Appropriation							
Salaries and Benefits	649,924	140,991	790,915	-	790,915	-	790,915
Services and Supplies	1,124,652	105,724	1,230,376	-	1,230,376	-	1,230,376
Transfers	-	143,287	143,287	-	143,287	-	143,287
Other Charges	-	4,545,455	4,545,455	-	4,545,455	-	4,545,455
Equipment	<u>50,000</u>	<u>(21,140)</u>	<u>28,860</u>	<u>-</u>	<u>28,860</u>	<u>-</u>	<u>28,860</u>
Total Appropriation	1,824,576	4,914,317	6,738,893	-	6,738,893	-	6,738,893
Revenue							
State, Fed or Gov't Aid	1,423,169	3,833,168	5,256,337	-	5,256,337	-	5,256,337
Other Revenue	<u>401,407</u>	<u>1,081,149</u>	<u>1,482,556</u>	<u>-</u>	<u>1,482,556</u>	<u>-</u>	<u>1,482,556</u>
Total Revenue	1,824,576	4,914,317	6,738,893	-	6,738,893	-	6,738,893
Fund Balance	-	-	-	-	-	-	-
Budgeted Staffing	14.0	2.0	16.0		16.0		16.0

IHSS PUBLIC AUTHORITY

Recommended Program Funded Adjustments

Salaries and Benefits	<u>140,991</u>	Added 2.0 IHSS Assistants, wage increases.
Services and Supplies	(107,634)	Decrease in inventorable equipment.
	17,500	Increase in telephone line costs due to operations reaching full capacity.
	14,350	Increase in staff travel.
	(17,010)	Vehicle purchase that was moved to appropriate object code (4040).
	(54,100)	Decrease in computer software expense due to ability to negotiate a more favorable contract for the registry software.
	43,417	Increase in postage due to the full implementation of the registry which will require a much higher volume of correspondence than that required in 2002-03.
	(42,285)	Decrease in space costs due to negotiation of a more favorable lease agreement than anticipated in 2002-03.
	42,200	Increase in background checks due to additional costs anticipated for conducting California Department of Justice Criminal Background Investigation (CBI) on prospective providers to be listed on the Public Authority registry; It is expected that 20% of the provider pool will be listed on the registry, at a cost of approximately \$47.00 per CBI.
	194,400	Increase in Emergency Respite services due to a restructuring of the 24hr emergency service
	67,275	Increase in provider/client training due to adjustments in response to state funding commitment for training; approximately 5% of providers and 5% of clients will receive training.
	21,222	Increased due to increased need for fiscal support from Aging and Adult Services staff
	(73,611)	Misc decreases in other services and supplies.
	<u>105,724</u>	
Transfers	<u>143,287</u>	Increase due to Human Resource and Administrative Support charges budgeted in transfers out.
Other Charges	<u>4,545,455</u>	IHSS provider medical benefits.
Equipment	<u>(21,140)</u>	Decreased due to the fact that the majority of equipment purchases will have been completed in the 2002-03.
Total Appropriation	<u>4,914,317</u>	
Revenue		
State, Fed or Gov't Aid	<u>4,914,317</u>	
Total Revenue	<u>4,914,317</u>	
Fund Balance	<u>-</u>	